



## DEFENSE TRAVEL MANAGEMENT OFFICE

### Introducing ... the JTR Distance Learning Modules

The Defense Travel Management Office is pleased to announce a new series of Distance Learning modules that cover the Joint Travel Regulations (JTR).

This series of eight modules covers nearly every facet of the JTR – general regulatory guidance, transportation, temporary duty (TDY) travel, evacuation travel, special circumstances travel, and information from the JTR's appendices. A full breakdown of each Distance Learning module's contents is in Figure 1.

Module A	<ul style="list-style-type: none"> <li>• Introduction, Chapter 1 (General)</li> <li>• Appendices A, I, T</li> </ul>
Module B	<ul style="list-style-type: none"> <li>• Chapter 2 (Official Travel)</li> </ul>
Module C	<ul style="list-style-type: none"> <li>• Chapter 3 (Transportation)</li> <li>• Appendices G, H, P</li> </ul>
Module D	<ul style="list-style-type: none"> <li>• Chapter 4 (TDY - DoD Civilian Employees)</li> <li>• Appendix O</li> </ul>
Module E	<ul style="list-style-type: none"> <li>• Chapter 4 (TDY - Uniformed Members)</li> <li>• Appendix O</li> </ul>
Module F	<ul style="list-style-type: none"> <li>• Chapter 6 (Evacuations)</li> <li>• Appendix E</li> </ul>
Module G	<ul style="list-style-type: none"> <li>• Chapter 7 (Special Circumstances - Uniformed Service Members)</li> </ul>
Module H	<ul style="list-style-type: none"> <li>• Chapter 7 (Special Circumstances - DoD Civilian Employees)</li> </ul>

*Figure 1 – Breakdown of Each JTR Distance Learning Module's Contents*

While we invite all DoD personnel to attend, we most heartily recommend these modules for Authorizing Officials and Reviewing Officials (since both roles review travel documents for policy compliance), as well as travelers (since they're duty-bound to abide by the JTR). Defense Travel Administrators, assuming they provide policy guidance to their organization's travelers, would also benefit from these modules.

Each module is offered on a quarterly basis. For the latest schedule of these (and other Distance Learning) classes – go [here](#). If you're interested in attending, be sure to register in [Travel Explorer](#) in the Training section.